



ENVIRONMENTAL & REGULATORY SERVICES DIVISION
PECFA BUREAU
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<http://www.commerce.state.wi.us>
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Jim Doyle, Governor
Cory L. Nettles, Secretary

Wisconsin Department of Commerce Bureau of PECFA

Bid Document

SECTION 1 - Scope of Work:

The Bureau of PECFA is seeking competitive bids to perform remedial action services on a petroleum release from a regulated petroleum product storage tank system. This bid is through a specified work scope. The site upon which bids are being solicited is:

Bid Round Number: 27
Comm Number: 53001-9999-22-A
BRRTS Number: 03-60-000221
Site Name: Adell Motor Sales
Site Address: 420 Wisconsin St, Adell WI

Project Manager: Nancy Ryan
Project Manager address: PO Box 408, Plymouth, 53073-0408
Project Manager phone: 920-892-8756 ext. 3025
Project Manager e-mail address nancy.ryan@dnr.state.wi.us

Bid Announcement Date	8/11/03
Questions or requests for information must be submitted in writing and received by:	8/25/03 4:00 PM
Responses to the questions will be posted (and if requested, sent in writing) by:	9/12/03
Bid End Date and Time:	9/26/03 by Noon

Only limited portions of case reports are available at the copy shop. It is anticipated that this information provides enough background to prepare a scope of work for the specific tasks identified by Commerce and the DNR in the bid specification document. The case file including report(s) and other pertinent information upon which bids are being sought, and the qualified bid response, when determined, are available for inspection at:

Department of Natural Resources, 1155 Pilgrim Rd, Plymouth, WI

Please contact the project manager listed above for an appointment.

Copies of report(s) and other pertinent information may be available for purchase at the location listed below. If pertinent information is not available, please contact the project manager

Ikon Office Solutions, 205 E Wisconsin Ave Ste. 400, Milwaukee WI 53202

Phone: 414-276-7077

Fax: 414-276-7119

SECTION 2 – Site-Specific Bid Specification Requirements:

A) Project Manager Comments

1) General Comments:

The Adell Motor Sales site is currently a gravel-covered automobile dealership and maintenance facility. Five USTs (leaded and unleaded gasoline, fuel oil) were formerly located on the property. A groundwater extraction/SVE system consisting of three groundwater extraction wells and six SVE wells was operated from May 1995 until February 1997. Free product has been observed off and on in several wells and is still present intermittently in source area wells. Geology at the site consists of silty clay soil with discontinuous sand seams causing groundwater to be perched in some wells. Post-remediation soil confirmation samples indicate soil is still contaminated above NR 746 Table 2 direct contact levels at several locations. The degree and extent of shallow soil contamination was not well defined. Water table elevation is 14-18 feet below ground surface in wells that are not under perched conditions; 4-6 feet bgs in perched wells. Down gradient wells are dry or under perched conditions. Contamination in the sump of neighboring residential building has been identified in the past.

2) The following Environmental Factor(s) were identified in the Site Investigation Report for this site:

- ☐ Documented expansion of the plume margin.
- ☐ Verified contaminant concentrations in a private or public potable well that exceeds the preventive action limit established under ch. 160, Stats..
- ☐ Contamination within bedrock or within 1 meter of bedrock.
- ☒ Petroleum product that is not in the dissolved phase is present with a thickness of .01 feet or more, and verified by more than one sampling event.
- ☐ Documented contamination discharges to a surface water or wetland.

3) Minimum Remedial Requirements:

Goals of the additional work are to: 1) establish downgradient groundwater monitoring wells and assess the vertical degree and extent of groundwater impacts; 2) complete two rounds of groundwater monitoring; 3) define the extent of shallow soil contamination; 4) complete a risk assessment for potential contaminant receptors; 5) prepare and submit a report, with conclusions and recommendations.

1) Advance three soil borings and convert them to groundwater monitoring wells.

Locate one boring/well near MW-7.

Locate one boring/well midway between MW-5 and MW-7.

Locate one boring/piezometer well in the source area near MW-2.

All soil borings will be continuously sampled from the surface downward, field-screened for volatile contamination and lithology recorded. Minimum depth of soil borings is 35 feet, but will be deeper as needed to define the extent of contamination. (For the purpose of this bid, budget for maximum boring depth of

50 feet below ground surface.) Collect one sample from each boring for laboratory analysis of petroleum volatile organic compounds (PVOCs) from the zone of highest obvious contamination and one sample from the end of the boring to document that the vertical extent has been delineated. If no contamination is evident, collect only one sample at the bottom of the boring. To assess the potential direct contact threat at the location of MW-2, also collect a soil sample within the top four feet from the interval with the highest volatile concentration.

Monitor wells must be installed and developed in accordance with NR 141, Wis. Adm. Code and should be screened across the most contaminated saturated interval. Set the top of well screens at 20 feet if more contaminated intervals are not identified. The piezometer well near MW-2 should have a 5-foot screen; the other wells, 10-foot screens. Monitoring well ground surface and measuring point elevation must be surveyed relative to USGS datum for all wells, both new and existing.

2) Provide cost estimate for two rounds of groundwater sampling from all wells for laboratory analysis of PVOCs and 1, 2-DCA (three new wells, nine existing wells, two air sparge wells). Groundwater elevations must be measured in each well at the site and a groundwater flow map generated for each sampling event. The bid should include costs for two sampling rounds; however, wells MW-6, 8, 9 and 20 can be omitted from the second round if no detects are identified in the first round. Wells containing free product should not be sampled; instead, the product thickness should be measured and recorded.

3) Advance additional soil borings to define residual soil contamination: one boring between the Adell Motors building and the neighboring house to the north in the approximate location of former boring B1; two borings in the vicinity MW-5. Advance borings to the water table. All soil borings will be continuously sampled from the surface downward, field-screened for volatile contamination with a PID, and boring logs completed. Collect one soil sample from the interval with the highest PID and one sample within the top four feet (from the interval with the highest PID) if screening indicates volatiles are present. For purposes of bidding, budget for three 20-foot borings, two samples per boring, and PVOc analysis.

4) Interview occupants of the neighboring house to the north to verify that odors have not been observed in the basement of that dwelling. Also contact the Village of Adell Fire Department and the public works department to determine whether there have been reports of petroleum odors in the vicinity of the Adell Motor Sales site. Based on interview information and a review of utility locations and depths, determine whether additional assessment for contaminant migration potential is needed.

5) Prepare a site investigation addendum report documenting the additional work completed and include soil boring logs, updated cross-sections inclusive of newly collected data, groundwater flow maps, summary of receptor assessment and recommendations for what, if any, additional work will be required to meet closure criteria.

B) Bidder's Strategy for Remedial Action

- 1) Identify the remedial strategy for a specified work scope.
- 2) Specifically describe what element of your proposed strategy will address the environmental factors/risk factors listed above. Also describe how, when, and why it will address them.
- 3) Provide a detailed description of the work to be performed. The description shall provide sufficient detail to establish that the proposed strategy will be successful in achieving a specified work scope identified above.
 - a) The detailed description may include, but is not limited to the following:
 - Technologies
 - Estimated years of operation
 - Estimated tons of soil
 - Approximate geometry/depth of excavation
 - Reporting details
 - Estimated years of monitoring
 - Frequency of sampling/number of wells/parameters
- 4) Specifically describe how you will address off-site contamination, if applicable.
- 5) Specifically describe how you will address any direct contact hazards, if applicable.

SECTION 3 - Conditions of Bid:

The successful bidder will be the entity that complies with all provisions of the bid specification and provides the lowest total cost, excluding interest and claim preparation costs, for the site-specific bid specification requirements described in Section 2. PECFA funding under s. 101.143, Stats., will terminate when the responsible agency determines that institutional controls and notices, if utilized, would achieve a closed remedial status. PECFA funding will terminate regardless of whether the responsible party or other properties accept an institutional control and notices as required under §NR 726 Wis. Admin. Code. In preparing the bid, the bidder must assume compliance with all applicable codes, including but not limited to §Comm 46, §Comm 47, and §NR 700 Wis. Admin. Codes.

The successful bidder will be determined based upon conformance to and competitiveness under the bid protocol. The first determination will be whether the bidder has complied with all provisions of the bid. These bids will be considered responsive. From the responsive bids, the lowest total cost bid with an approvable approach to a specified work scope will be determined. Claim preparation costs will not be a part of the cost cap established by this bid. These costs (\$500 maximum per claim submittal) are still eligible for PECFA reimbursement and Commerce encourages timely claim submittals at appropriate milestones. Therefore, bidding consultants should not include claim preparation costs in their bid responses.

The successful bid will be available to be viewed at the location identified in Section 1. If two or more bidders tie in the cost comparison, the bid with the lowest consulting cost

will be used as the tiebreaker. All bid documents must be signed and sealed by a Professional Engineer, Professional Geologist, Hydrologist or Soil Scientist licensed by the State of Wisconsin Department of Regulation and Licensing.

The Department reserves the right to reject any and all bids that meet any of the following conditions:

- The Department believes the remedial strategy is not appropriate to a specific geologic setting.
- From the standpoint of program operations or regulatory responsibility, the Department determines it is in the best interest of the program to not accept any or all bids.

Any proposed technology or methods used in the remediation must be allowed for use in the State of Wisconsin and approvable by the Department with jurisdiction (Natural Resources or Commerce).

The name of the successful bidder, bid amount, proposed outcome and supporting documentation will be provided to the site claimant along with instructions to inform the PECFA program in writing of their intent to either:

- Use the lowest identified bidder or
- Use another service provider.

In either case, PECFA reimbursement is capped at the dollar amount of the successful bid.

A successful bid does not mean or guarantee that all costs in a resultant claim are eligible, reasonable, necessary or reimbursable under the PECFA program.

If a bidder fails to comply with a bid provision the bid response will be determined to be non-responsive. If the bid response is responsive, but not the lowest cost service provider with an appropriate approach, it will be determined to be "non-successful." Non-responsive and non-successful bidders will not be individually informed of their failure to achieve compliance with the bid specifications or to be the lowest bidder.

The successful bidder may be required to provide input to, and attend a meeting with the PECFA program and the claimant to explain the bid and the remedial approach.

Appeals, by bidders, of decisions regarding complying bids or costs are not allowed, as they do not constitute claimant reimbursement decisions under the PECFA program.

In compliance with this invitation to bid and subject to all conditions thereof, the signatory agrees to the following:

- If the signatory's bid is determined to be successful, the signatory must, within 15 days of the Department's notification, contact the claimant and confirm that they will provide the remedial services at the cost described within the Bid Response.
- That for a period of 90 days, starting with the Department's notification to the claimant, the signatory will hold firm their commitment to provide the remedial services and prices set forth in the Bid Response.

Failure to abide with the conditions stated above may result in exclusion from future PECFA Public Bidding events.

Questions, answers and interpretations will be considered an amendment of this solicitation. All answers and interpretations shall be in writing from the Program Manager identified in Section 1 of this solicitation. Neither the program nor the Department shall be legally bound by any amendments or interpretations that are not in writing. Bidders are not to contact other personnel located within the Department of Commerce/Bureau of PECFA concerning the site or the bid solicitation between the Bid Announcement Date and Bid Ending Date. After the date by which questions must be submitted by, identified in Section 1, no further questions will be addressed.

A written response will be provided at: <http://www.commerce.state.wi.us/ER/ER-PECFA-SiteBidding.html> (and mailed to all requesters of the bid package who are not able to access the web site, and who therefore request written correspondence from the program contact).

SECTION 4 - Closure Specifications – If Applicable:

A bid submitted must provide the total cost, excluding interest but including all closure costs, for the remediation up to approval as a closed remedial action status identified below:

Unrestricted Closure

Closure with a NR 140 exemption

Closure with GIS Registry*

Closure with deed notice*

Closure with deed restriction*

Closure with NR 720.19 soil standards

Performance based NR 720.19 closure

Closure with site-specific conditions

Closure under NR 726.07

Closure under Comm 46/NR 746

Mass reduction

** **Note:** PECFA funding under s. 101.143, Stats., will terminate when the responsible agency determines that institutional controls and notices, if utilized, would achieve a closed remedial status. PECFA funding will terminate regardless of whether the responsible party or other properties accept an institutional controls and notices as required under NR 726. PECFA eligible costs may include all closure costs, up to approval as a closed remedial action (i.e. monitoring well abandonment) that are otherwise eligible for reimbursement.*

If the PECFA maximum award for the site/occurrence is not believed to be adequate to remediate the site/occurrence to a closed or no further remedial action status, that belief must be specifically noted in the bid and the remedial effort that will be achieved by the bid amount. For the purpose of the competitive bid the contaminant mass is determined to be: **Not Applicable**. The basis for specifying the progress shall be contaminant mass reduction and be based upon the mass reduction at the following points on the site:

Not Applicable

If the site is reasonably expected to exceed its cap under the PECFA program, bidders may propose mass reduction, the lowest bidder will be determined on the basis of a cost per mass reduction ratio. If some bidders propose mass reduction and others propose costs to bring the site to a closed remedial action or no further action status, selection will be from those bidders proposing a closed or no further action result.

SECTION 5 - Instructions to Bidders:

By submission of a bid, bidder agrees that during the period following issuance of this solicitation and prior to notification of successful bidder, bidders shall not discuss the bid

or bid process except with the program contact designated in this solicitation. Bidders shall not discuss or attempt to negotiate with the claimant, other potential bidders or program staff any aspects of the bid without prior approval of the Project Manager specified. Infractions will result in rejection of the violator's bid and may also result in disqualification of the individual to provide bids and a formal complaint being lodged with the Department of Regulation and Licensing.

The bid submitted shall address all the site specific bid specification requirements identified in Section 2. The bid shall support in detail the strategy to achieve a specified work scope, or remedial mass reduction goal if applicable. A full remedial action plan is not required as part of the bid submittal. A full remedial action plan may be requested by the program.

If access to the site is necessary for the preparation of a bid, access shall be arranged through the Project Manager. If the Project Manager is not able to arrange site access, this fact will not delay the bid process or negate the comparison and potential selection from among the bids that are submitted. All costs associated with a site visit or preparation of a bid will be the responsibility of the bidder.

The Bid Process must conform to the following:

1. If applicable, the closed remedial or no further action status to be achieved must be stated using the options available from the list provided in Section 4.
2. Indicate in the Bid Response a contaminant mass reduction proposal if the PECFA maximum award is not believed to be adequate to remediate the site/occurrence.
3. The Bid Response shall address all the site specific bid specification requirements identified in Section 2 and shall support in sufficient detail and succinctly the remedial strategy.
4. The total cost (in dollars) to accomplish the stated remedial goal, including all fees, reporting cost, pre and post closure costs and costs for establishing restrictions or institutional controls but, excluding claim preparation costs, interest, and investigation costs.
5. The costs specified in #4 shall separately identify consulting (non-commodity) costs.
6. The submittal must include an original and two (2) copies of the Bid Response documents signed and sealed by a Professional Engineer, Professional Geologist, Hydrologist or Soil Scientist licensed by the State of Wisconsin. Include the appropriate registration number of the professional license.
7. Bids can not be "faxed" directly to the program. Documents received by fax will not be accepted or considered.
8. Bids, amendments thereto or withdrawal requests must be received by the time advertised for bid opening. It is the bidder's sole responsibility to insure that these documents are received by the contact at the time indicated in this solicitation document.
9. All specifications or descriptive papers provided with the bid submission must include the bidder's telephone number and Commerce number thereon. Identify the name of the consulting firm on the 1st Page of the Bid Response.
10. The Commerce Number must be on the outside of the envelope in which the bid is submitted. The Department assumes no responsibility for unmarked or improperly marked envelopes. All envelopes received showing a bid number will be placed directly under locked security until the date and time of opening. Include only one Bid Response (an original and two (2) copies) per envelope.
11. Correction of errors on the bid form: All prices and notations shall be printed in ink, typewritten or computer printed. Errors shall be crossed out, corrections entered and initialed by the person signing the bid. Erasures or use of correction fluid will be cause for rejection. No bid shall be altered or amended after the time specified for the bid end date.
12. Bidders are not to contact other personnel located within the Department of Commerce/Bureau of PECFA concerning the site or the bid solicitation between the Bid Announcement Date and Bid Ending Date.
13. Any proposed technology or methods used in the remediation must be allowed for use in the State of Wisconsin and approvable by the Department with jurisdiction (Natural Resources or Commerce).

14. From the standpoint of program operations or regulatory responsibility, the Department determines it is in the best interest of the program to not accept any or all bids.
15. If bidders consider the bid response to be proprietary information and exempt from disclosure, each part of the Bid Response must clearly marked *CONFIDENTIAL*. If any part is designated as confidential, there must be attached to that part an explanation of how the information is proprietary. The Department reserves the right to determine whether this information should be exempt from disclosure and no legal action may be brought against the State, Department or its agents for its determination in this regard.
16. The Bid Response must be appropriate to the site geologic setting.
17. Ambiguous bids, which are uncertain as to cost, time or compliance with this solicitation, will be rejected.
18. The Department reserves the right to reject any and all bids, and/or to cancel this solicitation at any time.
19. Each bidder shall fully acquaint itself with conditions relating to the scope and restrictions attending the execution of the work under the conditions of this solicitation. The failure or omission of a bidder to acquaint themselves with existing documented conditions shall in no way relieve any obligation with respect to this bid.
20. All amendments to and interpretations of this solicitation shall be in writing from the Project Manager. Neither the Department nor the program shall be legally bound by any amendment or interpretation that is not in writing.
21. This solicitation is intended to promote competition. If the language, specifications, terms and conditions, or any combination thereof restricts or limits the requirements in this solicitation to a single source, it shall be the responsibility of the interested bidders to notify the program in writing so as to be received five days prior to the opening date. The solicitation may or may not be changed but a review of such notification will be made prior to award.

BID RESPONSE
(1st Page)

Department of Commerce PECFA Program

SITE NAME: Adell Motor Sales
COMMERCE NUMBER: 53001-9999-22
BRRTS NUMBER: 03-60-000221

Submit Bid To Cathy Voges
Department of Commerce PECFA Program
201 W Washington Ave, Madison WI 53703-2790 or
P.O. Box 8044, Madison WI 53708-8044

Bidder Company: _____
Bidder Address: _____

Telephone () - _____
Number: _____
Fax Number: () - _____
e-mail Address: _____

Bidder: (check one that applies):

_____ Professional Engineer	_____ License #
_____ Professional Geologist	_____ License #
_____ Hydrologist	_____ License #
_____ Soil Scientist	_____ License #

Seal

Signature: _____

I certify that I have the authority to commit my organization or firm to the performance of the bid I have submitted.

Print Name: _____

Title: _____

Total Bid Cost \$ _____

(subpart of Total Bid
Total Consulting Cost Cost – both phases) \$ _____

Personal information you provide may be used for secondary purposes [Privacy Law, s. 15.04(1)(m)].

BID RESPONSE

(2nd Page)

Department of Commerce PECFA Program

SITE NAME:	Adell Motor Sales
COMMERCE NUMBER:	53001-9999-22
BRRTS NUMBER:	03-60-000221

Consulting Firm phone number () ____ - ____

This response must address all of the site-specific specifications identified in Section 2, and shall support in detail the remedial strategy. **Be sure to provide a separate breakdown of consulting and contractor costs for each phase and to present the combined total of all costs on the 1st page of this bid response.** Attach additional pages if necessary. *The Commerce Number and Consulting Firm telephone number must be included on all additional pages.*